

The Bloomfield Housing Authority
C/o 156 Bloomfield Avenue
Windsor, CT 06095
March 7, 2016

The Commissioners of the Housing Authority of the Town of Bloomfield met for a regular meeting on Monday, March 7, 2016, at Bloomfield Town Hall in Conference Room 2.

Present: Commissioner Berman, Commissioner Politis, Commissioner Colman, and Commissioner Schulman, and Commissioner Fernandez

Absent: N/A

Excused: N/A

Managing Agent Present: Jermika Williams and Shelly McDougall

1. **Call to Order:** Commissioner Berman called the meeting to order at 7:01 p.m.
2. **Public Communications:**
 - a. Commissioner Berman will request a copy of the tax exemption because it has been misplaced.
 - b. The lawnmowers are in and ready to pick up when balance is paid. Commissioner Berman quoted the price for \$369.
3. **Minute Approval:** February 1, 2016 Regular Meeting
 - a. Motion to approve November minutes by Commissioner Colman. Seconded by Commissioner Politis. Unanimous vote.
4. **Financial Reports:** January 2016
 - A. Check Register
 - B. Tenant Account Reports
 - C. Monthly Financial Statements
 - D. BHA Bank Accounts
 - a. Sum total needs to be updated to reflect actual amount.
 - E. Check Signing
5. **Consultant's Report:** February 2016
 - Maintenance Issue: N/A
 - Financial Issues:
 - HA saved \$4,817 in insulation costs for 43 Marguerite due to the efforts of Windsor Housing Authority in getting residents involved in energy audits.
 - Residents' Issues:
 - Bloomfield Housing Authority received only a few bids for the Capital Improvement Projects.
 - Each tenant that received a snow blower received an Equipment Agreement. 6 were distributed and 1 was signed and returned.
 - The pipes were frozen at 3 Dale Ave. because the tenant did not have oil. As a result, she was placed in a motel for one night. The tenant was given a Legal Kapa Notice that included all maintenance issues. A claim is pending through insurance.
 - 54 Darby St. did not have any heat and the heating system had to be purged.
 - 43 Marguerite replaced the thermostat.
 - 420-422 Park Ave. the hot water tank burst and was replaced.
6. **Old Business:**
 - a. Capital projects procurement project

- i. Jermika Williams received 2 bids and will review the bids and report to the board.
- b. 1190 Blue Hills Fire
 - i. Commissioner will contact the Fire Department Chief and report to the board.
- c. Administration Plan Consultant
 - i. The plan is in the mail and Jermika will report to the board when it is received.
- d. Environmental clearance from HUD
 - i. The clearance has been submitted to the Town of Bloomfield for signature.

7. New Business:

- a. Homes to make offers on
 - i. Realtor Jackie Cecchini recommended 64 Hubbard St. because it is only \$79,900. She recommends offering a price of \$70,000. This property needs carpet and interior renovations, but it has a newer furnace. The property also included all paperwork including roof and termite inspection. It has 3 bedrooms and 2 full baths.
 - ii. 1254 Blue Hills Ave.: This property has a new furnace and hot water heater. It has 3 bedrooms, 1 full bath and 1 half bath.
 - iii. 51 Ellsworth Drive: Realtor recommended an offer of \$105,000 depending on the flexibility of the bank. This property has 3 bedrooms and 1 full bath.
 - iv. Jermika Williams voiced concerns about lead paint, but adding "contingent on HUD approval" to the contract will include lead paint.
 - v. Motion to offer with the appropriate contingencies to offer \$70,000 for 64 Hubbard St. and \$100,000 for 1254 Blue Hills Ave by Commissioner Colman. Seconded by Commissioner Politis. Unanimous vote.
 - vi. Motion to send out bid for consultant for development and demolition by Commissioner Colman. Seconded by Commissioner Politis. Unanimous vote.
 - vii. Motion to add plus 10% for both offers if needed by Commissioner Politis. Seconded by Commissioner Schulman. Unanimous Vote.
- b. 3 Dale Avenue legal items and insurance claims
 - i. The pipes were frozen at 3 Dale Ave. because the tenant did not have oil. As a result, she was placed in a motel for one night. The tenant was given a Legal Kapa Notice that included all maintenance issues. A claim is pending through insurance.
- c. PHA Annual Plan
 - i. The 2016 PHA Plan will be provided at the meeting for the board to review for approval.
 - ii. Motion to sign certifications by Commissioner Colman. Seconded by Commissioner Politis. Unanimous vote.

8. Other

9. Adjournment:

Commissioner Colman made a motion to adjourn the Bloomfield Housing Authority meeting at 7:48 p.m., seconded by Commissioner Politis and the meeting was adjourned.

Respectfully Submitted,

Vanessia Wilkins
Recording Secretary